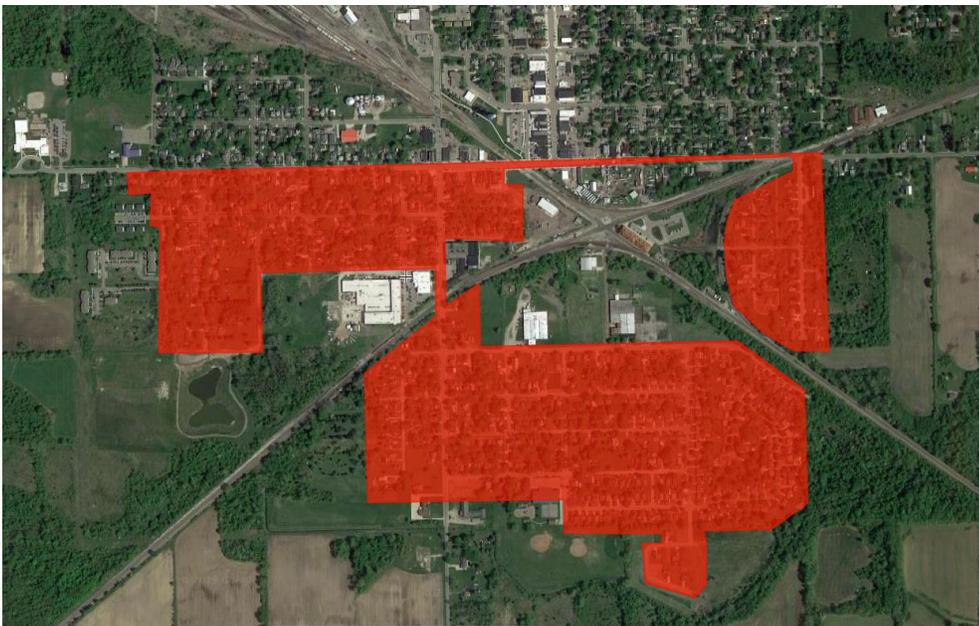


## Neighborhood Blight Elimination Program Contractor Information

### About the Program

The City of Durand was recently awarded a grant through the Michigan State Housing Development Authority. The grant is being used to provide direct assistance to homeowners whose properties are in need of exterior repairs that would otherwise be city ordinance violations. In many cases homeowners will have a notice of citation which describes the work that should be completed. The grant is exclusive to exterior repairs or projects. Interior repair or remodeling will not be funded.



The **maximum grant award is \$1,500** and homeowners will be responsible for any costs in excess of that amount. Participation is limited to single-family homeowners living south of Main Street in Durand city limits.

### How to Participate

As part of its efforts the City has created a list of area contractors who have indicated they are willing to work within the parameters of this program. You do not need to be on this list to be selected as a contractor. However, all contractors must execute a standard agreement in order to be awarded funds through the grant program. Complete program guidelines and a sample agreement are available upon request.

## **Contractor Selection**

All participating homeowners are encouraged to solicit at least two contractor quotes for any work in excess of \$600. Quotes can be handwritten so long as the name of the company and a clear description of work are provided. Homeowners will submit quotes along with their application for grant assistance. In order to be considered an “Eligible Contractor”, contractors must submit proof of applicable licenses/certifications and business liability insurance (minimum \$300,000 coverage).

If selected, homeowners will receive a Notice to Proceed and be authorized to enter into an agreement for services with their preferred contractor. Participating contractors will be required to participate in a pre-construction meeting with a city staff member to go over program guidelines. This meeting may take place on-site at the start of the project or via phone.

**Contractors will be paid directly through the City of Durand** for work as completed; except for those amounts in excess of the stipulated grant award. Work normally requiring a permit will still be subject to the permitting process. All work, regardless of permit requirements, will be subject to a final inspection to ensure code compliance.

Contractors may elect to be paid in full upon completion or according to the following schedule:

- 50% for project commencement
- 40% for substantial completion
- 10% for final completion

All change orders and extensions require pre-authorization.

## **Additional Considerations**

It is the intention of the City to avoid making participation in this program an administrative burden for participating contractors. While we are subject to certain requirements and restrictions for the release of grant funds, it is our goal to make the process as seamless as possible. If you have any questions or require assistance at any point please do not hesitate to contact our offices. For a comprehensive summary of program guidelines please **visit our website at [www.durandmi.com](http://www.durandmi.com) or call Colleen O’Toole at (989) 288-3113.**

**THANK YOU FOR YOUR INTEREST IN IMPROVING AND BEAUTIFYING OUR COMMUNITY!**